

MEMORANDUM OF AGREEMENT  
BETWEEN  
HEADQUARTERS MARINE CORPS INSTALLATION & LOGISTICS,  
MARINE CORPS LOGISTICS COMMAND  
AND  
MARINE CORPS SYSTEMS COMMAND

1. PURPOSE. The purpose of this Memorandum of Agreement (MOA) is to define the working relationship between Headquarters Marine Corps, Installation and Logistics, Marine Corps Logistics Command, Studies and Analysis and Marine Corps Systems Command for conducting Quarterly Readiness Working Sessions and Logistics Readiness Briefs.

2. SCOPE. This MOA establishes and defines the roles and responsibilities of the above activities and includes proposed due dates to achieve the tasks involved in preparation for the Quarterly Readiness Working Sessions and Logistics Readiness Briefs to the Commanders.

3. OVERVIEW. The quarterly working sessions will highlight problems affecting, or that will potentially affect, the readiness of Marine Corps Ground Equipment and the MARFORs' abilities to accomplish their combat missions.

Criteria for Nominating TAMCNs will be as follow:

a. TAMCNs should be in compliance with TAMCNS being briefed at SORTS QRB.

b. TAMCNs below 85% for 3 "consecutive" months or more unless PM's projected get well date has not expired. Joint collaborations among the 3 commands will take place to further refine the list of TAMCNs.

c. Critical TAMCNs or TAMCN Families as designated by Headquarters Marine Corps that fall below the readiness threshold.

d. TAMCNs identified by the MARFORs, MCSC Program Managers and MCLC as a potential problem.

Issues presented during the working sessions and briefed to the Commanders must be sufficiently significant to warrant a decision by a General Officer. The MCSC Chief of Staff, along with the MCLC Chief of Staff, will co-chair the working sessions and identify topics that will be briefed at the Command Level. MARFORs will be invited to participate in the Logistics Readiness Briefs via video teleconference. Extend invitation to include advocates (G4, G3, PP&O, MCCDC, P&R and Manpower) and also solicit further topics of discussion.

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4. RESPONSIBILITIES.

HQMC Installation and Logistics:

a. HQMC I&L will nominate candidates that will be briefed in support of SORTs requirements.

b. HQMC (I&L) will notify MCLC (Executive Agents) of candidates selected.

c. HQMC, Deputy Commandant will receive Logistic Readiness Brief.

Marine Corps Systems Command:

a. MCSC Product Support will solicit further nominations for the working session from the Program Managers, MARFORS, and MCLC.

b. MCSC Product Support will send Message Announcing Working Sessions and the Logistics Readiness Briefs.

c. MCSC Product Support will coordinate, facilitate and identify requirements to the appropriate PM Teams.

d. MCSC Program Managers will be required to brief readiness issues, provide course of actions being taken and provide estimated get-well dates during working sessions.

e. MCSC Product Support will provide feedback to MARFORS on TAMCNs nominated and discussed during the working session but are not forwarded to the Logistics Readiness Briefs.

f. MCSC Program Managers will provide a Logistic Readiness Brief for those Weapon Systems/Equipment identified during the working session as requiring Command Level Attention.

g. MCSC Product Support will publish After Action Items Report within 3 days of the conclusion of the Logistic Readiness Brief.

h. MCSC Product Support will coordinate with action Points of Contact regarding estimated completion dates and will maintain an archive of all actions resulting from Logistics Readiness Briefs.

i. MCSC Chief of Staff, along with the MCLC Chief of Staff, will co-chair the working sessions and Command Level Logistics Readiness Briefs.

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Marine Corps Logistics Command:

a. MCLC Studies and Analysis, serving as executive agent to I&L, will identify TAMCNS that fall below the readiness threshold using MERIT.

b. MCLC Studies and Analysis will provide TAMCNS to MCSC ACPROD for dissemination.

c. MCLC supporting activities will be required to brief supply and maintenance related issues that are adversely affecting readiness.

d. MCLC Chief of Staff, along with the MCSC Chief of Staff, will co-chair the working sessions and Command Level Logistics Readiness Briefs.

5. SCHEDULE. Logistics Readiness working sessions will be conducted on a quarterly basis. Working Sessions and Logistics Readiness Briefs are tentatively scheduled for the first week of each of the following months: January, April, July, and October and will be completed by the third week. The Logistics Readiness Brief will be provided to the Deputy Commandant, Headquarters Marine Corps (Installation and Logistics), Commanding General Marine Corps Systems Command and Commanding General Marine Corps Logistics Command.

6. COORDINATION AND COMMUNICATION.

a. Substantial changes to this MOA will be coordinated with all parties involved, before modifications are made.

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MajGen Harold Mashburn  
CG MARCORLOGCOM

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BGen William D Catto  
CG MARCORSYSCOM

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LtGen Richard L Kelly  
DC, I & L